



City of Annapolis
Annapolis Heritage Commission
145 Gorman Street
Annapolis, MD 21401-2535
c/o Lisa Craig

Annapolis Heritage Commission

November 6, 2013

The Annapolis Heritage Commission (AHC) of the City of Annapolis held its November 6, 2013 meeting at 145 Gorman Street Conference Room 3. **Chair** Mack called the meeting to order at 5:34pm.

Commissioners Present: **Chairman** Mack, Haight, Worden, McWilliams, Cropper, Ramirez, Holland

Commissioners Absent: Bowen, Clark, Hayes-Williams, Engelke

Staff: Craig-Board Liaison

The agenda was approved as submitted.

B. April 24, 2013, June 5, 2013 and September 4, 2013 Meeting Minutes

Mr. Worden moved to approve the amended meeting minutes for April 24, June 5, and September 4, 2013. Ms. Cropper seconded the motion. The motion passed unanimously in a vote of 7-0.

C. NEW BUSINESS

1. Proposed Archaeology at Crystal Spring

Mr. Worden reported that the Crystal Springs and adjacent properties are potentially a sensitive area as it relates to Parole camps. He noted that the Crystal Springs property is forested and is a good location for some archaeology testing to determine whether it includes some of the parameters of the Parole camps. He suggested that the City notify the developer that this property may have some historical significance. Ms. Ramirez noted that when the County requires archaeology, it is the responsibility of the developer. She said that the City should require development criteria to ensure that the developer provide some level of archaeology investigations. Ms. McWilliams added that the issue is to determine where the second parole camp is located so there needs to be some analysis. Ms. Ramirez would like the AHC to review how the City handles archaeology Citywide because the County in West Annapolis is proposing to build a new elementary school that will cover a complete block that had houses on it that predate the sewer system so there may historical wells onsite. **Chair** Mack discussed the possibility of developing legislation to require archaeology investigation as part of the permitting process if there is evidence of historical significance prior to ground disturbance.

Ms. Ramirez moved that the AHC request staff to study the feasibility of including in the permitting process a section that discusses any work completed that will disturb the ground, requires an archaeology inspection prior to disturbing the ground to ensure that the integrity is maintained. Mr. Worden seconded the motion. The motion passed unanimously in a vote of 7-0.

D. ADMINISTRATIVE BUSINESS

1. Procedure for Response to City Council Referrals

The AHC briefly discussed the procedures for response to issues referred to them by Council. **Chair** Mack noted that when AHC takes a position that it represent the position physically at the meeting. If it is something that the AHC really cares about, they must do the lobbying for it.

2. Emancipation Day Events

Ms. Craig discussed the Annapolis Commission on Maryland's Constitution of 1864 and the Abolishment of Slavery. She noted that the emancipation day events went well and was well attended. **Chair** Mack concurred that the event was well put together and well organized. The AHC acknowledged the outstanding work of Janice Hayes-Williams and was impressed with the gentleman who portrayed Frederick Douglass at the event.

E. STAFF REPORTS

1. Update on Eastport Conservation District Landmark Assessment

Ms. Craig has been working with a group of individuals involved in the ECA who are concerned with demolitions specifically that there are no clear criteria on determining a property's significance when it comes to deciding on whether to demolish or not to demolish. There is no separate review board and comments are only given the same weight as public comments. She discussed the legislation introduced to put a moratorium on demolition made by Alderman Arnett in an effort try to get a grasp on the new construction. She met with the ECA as well as a number of other people on a number of issues. The group completed a walk around and a vision study was completed. The group, using the Sanborn map, was assigned streets to take photographs as well as complete the survey form on their observations. They were asked to look for properties that they believe could be demolished, those that were clearly landmarks not to be demolished and those in the middle that were questionable. She completed a PowerPoint presentation of the findings and discussed the criteria for evaluating integrity of the landmarks that is consistent and can be applied to a conservation or a historic landmark. The criteria included setting, location, association (ie history) feeling, materials or workmanship and design. These factors were applied to a sample of buildings and a checklist was completed. While there was not a high regard for materials or workmanship as in the historic district there was high interest in the other criteria. The next steps are to appoint a steering committee, prepare a purpose statement for the group, and beginning surveying each of the properties to gather enough information to identify potential landmarks within a conservation district. The intent is to eventually create criteria for conservation landmarking and to have a review body as well as a process where criteria are established in order to make decisions. The tax credit recognizes landmark properties but the Council would have to approve individual properties as landmarks for the properties to qualify for the historic tax credit. Ms. Craig agreed to provide Ms. Ramirez a copy of the Traceries report.

Miscellaneous

Ms. Craig noted that based on the preliminary outcome of the election, it is highly likely that there will be a change in administration and she has been asked to prepare a transition report on the AHC to include AHC successes and its purpose. She printed out a draft of the opportunities from last meeting. She solicited ideas for inclusion into the transition report.

Artwalk Mural

Ms. Craig announced the unveiling of the art installation on the fence of Wiley Bates Middle School on November 15, 2013 at 4:45pm. This is an Artwalk mural.

Minutes

The AHC would like to have the meeting minutes two to three weeks after the meeting to which Ms. Hook agreed to provide.

Holiday Party

Ms. Craig announced that the AHC holiday party is scheduled for December 18, 2013 at PACA House. Please plan to attend.

F. **ADJOURNMENT**

The next meeting is scheduled for **Wednesday, January 15, 2013 at 5:30pm** at 145 Gorman Street, Conference Room 3. With there being no further business, Ms. Ramirez moved to adjourn the meeting at 8:04pm. Mr. Worden seconded the motion. The motion passed unanimously in a vote of 7-0.

Tami Hook, Recorder